

Guidance for the Implementation of the U.S. EPA "White Paper"

Streamlining of Part 70 and FESOP Operating Permit Applications

**Indiana Department of Environmental Management
Office of Air Management**

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This document supplements previous application instructions and guidance materials. If a particular situation or issue is addressed in this document, the instructions presented in this document supercede any previous information in the 1/95 application material, the 9/95 application update, and Title V Questions & Answers which address the particular situation or issue.

Streamlining of Operating Permit Applications

January 1996

Introduction

On July 10, 1995, the U.S. EPA issued a guidance document entitled "White Paper for Streamlined Development of Part 70 Permit Applications". This guidance document outlines streamlining improvements that States can use to reduce the burden of preparing a Part 70 or FESOP application and provides clarification concerning the application requirements required under 40 CFR Part 70.

The Office of Air Management has prepared this guidance document to allow Part 70 and FESOP applicants to incorporate the streamlining activities outlined in the "White Paper" into current operating permit application forms. Included with this guidance is a revised completeness checklist which reflects changes for application streamlining.

NOTE: Although the U.S. EPA "White Paper" does provide many instances where detailed information is not needed, it also references several instances where additional or more detailed information would need to be provided by the applicant. The instances outlined in the U.S. EPA "White Paper" include the following:

- ! Plant-wide applicability levels (PALs) or other plant-wide emission limits have been proposed by the applicant
- ! Granting of the permit shield relative to a non-applicability decision based on an emissions level cutoff in a standard for a category present at the source
- ! Resolution of a dispute over applicable requirements or major source status
- ! Fee computation

This document is divided according to the major issues identified in the "White Paper" and includes directions for incorporating those issues into the current Operating Permit application. The major points are paraphrased below, with an indication of which area of this document addresses those points:

- " Emission descriptions, not estimates, for emissions not regulated at the source. Tons per year (tpy) estimates only when meaningful and based on generally available information without new testing or studies. [EMISSION ESTIMATES]
- " The submission of checklists for insignificant activities and 112(r) requirements. [USE OF CHECKLISTS]
- " The use of citations for applicable requirements, with qualitative descriptions for each emissions unit, and for prior New Source Review (NSR) permits. [CITATIONS]
- " The exclusion of trivial and short-term activities from applications. [USE OF CHECKLISTS]
- " Group treatment for activities subject to generally applicable requirements. [GROUPING OF UNITS]
- " Compliance status certification without reconsideration of previous applicability decisions. [CERTIFICATION]
- " Incorporation of environmentally significant terms of NSR permits through application process. [NSR INCORPORATION]

This document also includes a section, OTHER STREAMLINING ITEMS, which describes streamlining options available to applicants that may or may not have been covered in various sections of the "White Paper".

In implementing this streamlining process, the IDEM does not intend to revoke retroactively a completeness determination if more information is needed. The "White Paper" discussed the ability of an agency to request further information without affecting a completeness determination and Indiana rules are specific about a source's responsibility to furnish additional information when requested.

EMISSION ESTIMATES

GSD-07, Source Emissions Summary/GSD-08, Source Hazardous Air Pollutant Summary

The applicant will not be required to provide all of the information currently requested on these forms and these forms will be revised in the future. If your company has submitted an Emission Statement including Hazardous Air Pollutant (HAP) emissions and the emission information is on file, then simply indicate on both forms "Emission statement on file". Sources that have not filed an Emission Statement will need to indicate that the source is not in compliance with 326 IAC 2-6, Emission Reporting rule and will need to complete an Emission Statement to come into compliance.

If an Emission Statement was submitted, but HAP emissions were not included, then indicate on GSD-07 that an Emission statement is on file. HAP information should be included on GSD-08, but the only information that needs to be included is **actual emissions in tons/year**, no other information is required. The HAP emission estimates can be based on engineering assessment or process knowledge when other information is not available. The HAP emissions should be reported for all activities above the Insignificant Activity thresholds listed below.

Emissions from units that are above the following thresholds and not listed as an insignificant or trivial activity should be reported, if needed:

VOC = 3 lb/hr or 15 lb/day PM10 = 5 lb/hr or 25 lb/day SO2 = 5 lb/hr or 25 lb/day
Lead = 3.29 lb/hr or 0.6 ton/year CO = 25 lbs/day NOx = 5 lb/hr or 25 lb/day
Single HAP = 5 lbs/day or 1 ton/year Combination of HAPs = 12.5 lbs/day or 2.5 ton/year

FESOP applicants need only indicate if an emission statement is on file.

Process Information (PI) Forms - Potential to Emit Section

On the Process Information (PI) forms, applicants will not be required to complete the Potential to Emit section unless the applicant is proposing that a unit is not subject to an applicable requirement and wants to document the Potential to Emit for the unit or process or the information is needed to determine compliance with an applicable requirement and the applicant wants to document compliance. FESOP sources wishing to document that controls will reduce potential emissions below Title V applicability thresholds may also complete this section. The completion of this section will not be a completeness determination requirement; however, the IDEM may request more information during the application review to verify application information.

Fugitive VOC/HAP Emissions, Form PI-27

As with other areas of the application, emission estimates will not be required on this form.

USE OF CHECKLISTS

Form GSD-10, Insignificant Activities

A new form, GSD-10(a) has been created to allow applicants to identify those insignificant activities at the source and signify by checking which activities are present. The revised form also includes a list of "trivial" activities that do not have to be included in the application. Applicants should use the Form GSD-10(a) in place of GSD-10 when completing the applications.

Form CD-04, Compliance Schedule

For those sources that may be subject to the requirements of Section 112(r) concerning Risk Management Plans (RMPs), a checklist has been provided, although some clarification is needed. A source that may be subject to 112(r) should indicate that a RMP has not been submitted and should indicate that a RMP will be submitted after final rules have been promulgated. There is no requirement to submit a RMP at this time.

CITATIONS

Compliance Information Forms -- CD-02, Compliance Plan by Applicable Requirement; CD-03, Compliance Plan by Unit/Facility

The Part 70 permit will require methods and procedures to show compliance with all applicable requirements. There will be instances where an applicant identifies an applicable requirement, but there are no compliance methods or procedures specified in the applicable requirement. Where no compliance requirements are specified, the applicant will have the opportunity to identify how the source intends to come into compliance and/or demonstrate continuing compliance. The use of these forms will vary depending on the specific situation.

These forms will be required if a source or individual units at the source are out of compliance with an applicable requirement or when an applicable requirement for which the source is in compliance does not specify compliance methods. If the source and all units making up the source are in compliance and all compliance requirements are spelled out in the applicable requirement, then these forms will not be required.

If a source or units within the source are out of compliance, then **either CD-02 or CD-03** should be used to indicate how the source will come into compliance and will continue to comply. If CD-02, Compliance Plan by Applicable Requirement is used and the compliance requirements are detailed in the applicable requirement, it will only be necessary to complete Items #1 through #5. **It is not necessary to repeat the limitations, monitoring, testing, etc. that are stated in the applicable requirement on the form.** The same holds true for CD-03, Compliance Plan by Unit/Facility. The items required would include Items #1 through #4. Sources not in compliance would also need to complete Form CD-04, Compliance Schedule.

If the source is not in compliance and the compliance plan is not based on information contained in an applicable requirement, then the applicant would need to provide more information about the methods and procedures to be used to document continued compliance.

If a source and units at the source are in compliance, but the applicable requirement does not specify specific compliance requirements, the source should indicate how compliance will be continued. The Part 70 permit will require methods and procedures to show compliance and the source can provide this information on these forms. In this instance, the source would use either CD-02 OR CD-03 and complete the relevant information.

When identifying units subject to generally applicable requirements, the applicant need only cite the appropriate requirements and describe the requirement (i.e., Opacity rule, NSPS, NESHAP, etc.). Once again, if the applicable requirement does not specify appropriate compliance methods or requirements, the applicant can use CD-02 or CD-03 to document how the source will either come into and/or continue to comply.

CERTIFICATION

The IDEM will not require Part 70 permit applicants to reconsider previous applicability decisions when certifying compliance status, either for individual units or the source.

GROUPING OF UNITS

Indiana rules require that all emission units or activities must be described in the application. However, the determination of applicable requirements may not require that the units be described with a large amount of detail. This is especially true with generally applicable requirements such as process weight or opacity rules, which may apply to all emission units at a source. The OAM will require minimal information for these units and an applicant can use a revised form (Form GSD-06(a), General Unit/Activity Information) or simply provide the information on separate sheets labeled as General Units. The following information will be needed: a brief, general description of the activity or units; a description of the pollutants emitted; a citation of the applicable requirement; and compliance status.

For units that are subject to specific applicable requirements in addition to the general requirements, the applicant should simply include the general requirement with the other applicable requirements on Form CD-01. As indicated under CITATIONS, a source wanting to document compliance methods to be used to either come into compliance and/or show continuing compliance should complete either CD-02 or CD-03 to identify compliance methods to be included in the Part 70 permit.

Example: Emergency Generators where total capacity of equipment >2 million Btu/hour

Description: Emergency Generators

Pollutant(s): NO_x, SO₂

Applicable Requirement: 326 IAC 5-1-1

Applicable Requirement Description: Opacity rule

In Compliance (yes/no): Yes

NSR INCORPORATION

GSD-01, General Information

This form requests general information that will be used in preparing the draft permit. Item J on page 4 of 4 requests that the applicant provide a listing of current permits that have been issued to the source. The OAM will be asking that permit applicants not only list the permits, but also provide copies of the permits (*this change has been included with a packet of corrections, revisions and additions to the application packet*). Those applicants that have current permits with conditions or limitations that the applicant would either like incorporated into, changed, or deleted from the new Operating Permit should appropriately identify those conditions/limitations. These conditions may have become obsolete or environmentally insignificant or have other basis for change. The applicant can indicate which conditions/limitations should be retained, changed, or deleted on the NSR permit itself or the applicant can provide a separate sheet with the Permit Number and a list of conditions/limitations to be incorporated into, changed, or deleted from the new permit and the units subject to the conditions. If the conditions/limitations are easily identifiable, then the applicant may simply cite the condition/limitation that is being proposed for incorporation, change, or deletion. Because the Part 70 permit will also identify those conditions that are not federally enforceable, the applicant may also identify state or local permit conditions to be incorporated, changed, or deleted. Any local conditions to be considered for incorporation, change, or deletion will have to be reviewed with the relevant local agency.

The applicant is required to provide copies of permits, but the applicant is not required to identify specific conditions for incorporation in, changed in, or to be deleted from a Part 70 permit. This is a voluntary option that is left to the applicant. The Part 70 permit must include all applicable requirements for which a source may be subject, and those applicable requirements that are a part of Construction Permits must be specified in the Part 70 permit. Absent any proposal by the applicant, the IDEM will be evaluating the previous permits to determine which conditions should be incorporated into, changed, or deleted from the Part 70 permit.

OTHER STREAMLINING ITEMS

General Information Forms

GSD-02, Plant Layout

The detail required for this form will depend on the permit status of the source and whether or not the source is applying for a construction permit under the Enhanced New Source Review procedures. In general, sources that have had previous permits will not be required to provide the same level of detail as a new source. The Plant Layout should identify buildings on-site, especially those that house emission units; however, the buildings may be represented by box shapes indicating general building dimensions. For those sources that include large parcels of land that may be vacant, it is not necessary to indicate the distance to the property line. It would be acceptable to indicate the distance to the nearest fence or other access-limiting feature. It is not necessary to have exact measurements for the center height of vents, approximate heights will be sufficient. Many sources may have a large number of stacks and/or vents that have been addressed in previous permitting actions or application reviews. The applicant should focus on the stacks and/or vents that have not been addressed in previous permits or application and/or those that will be used to verify compliance with an applicable requirement (opacity limits, etc.). Providing the same longitude/latitude as identified on GSD-01 will be sufficient in those cases where the source has been previously permitted, although there may be instances where additional information may be required for nonpermitted units. Insignificant and trivial activities and any associated stacks or vents do not need to be included on the layout. It is also acceptable to provide multiple diagrams, if needed.

GSD-03, Flow Diagram(s)

Although more detail will be required for applications under the Enhanced New Source Review, only a general flow diagram is required for operating permits. The diagram(s) should indicate equipment or groups of equipment and any control equipment that connected with the equipment, along with an identification of the stack or vent that exhausts emissions from the equipment. For operating permits, it is not necessary to indicate additions or modifications to the source, because the flow diagram(s) should reflect all equipment or processes at the source at the time of application. It is not necessary to indicate the operating schedule for the equipment or processes, unless a limitation has been proposed based on a specific operating schedule. If information is available elsewhere in the permit application, then the information may be cross-referenced. Insignificant and trivial activities and any associated stacks or vents do not need to be included on the diagram(s). It is also acceptable to provide multiple diagrams to address the processes or equipment at the source.

GSD-04, Stack/Vent Information

This form should only be used to provide stack or vent information associated with equipment or processes that have not been included in previous permit applications or for sources utilizing Enhanced NSR for new units/processes or modifications to existing sources. During form revision this information will be moved to a section specifically for Enhanced New Source Review forms.

GSD-05, Fugitive Emissions Description

Items #1 (Identification number), #2 (Pollutant Emitted), and #3 (Brief Description) should be completed.

Item #4 (Emissions) does not need to be included on this form. Categorical descriptions may be entered where they appropriately describe similar types of fugitive emitting activities. The identification numbers do not need to follow the numbering used to identify stack emission units, as long as the numbering is consistent with identification used on the Flow Diagram, the Plant Layout, etc. (NOTE: For categorical units, the same identifier may appear on several diagrams, layouts, etc.)

GSD-06, Emissions Unit Description

The use of alternative descriptions will be acceptable for completing item #6 (Serial number/Brief Description), as long as the alternative descriptions are sufficient to enable an inspector to readily identify the units during an inspection. We will accept current in-plant usage for identifying each unit providing this has been formalized by signs, plant layout drawings, flow diagrams, etc. Older equipment for which a manufacturer and/or model number is not known would indicate such by entering "unknown" in Columns #3 and/or #4. The maximum unit capacity (item #7) will not need to be included on this form, because this information is requested on the Process Information forms.

Process Information (PI) forms

Segment ID/SCC # : These items will not be required.

Grouping Units with Specific Requirements

Although the Process Information forms indicate that they should be used to identify and describe individual pieces of equipment, the OAM believes that processes with the same applicable requirements, the same equipment, and connected to the same control equipment can be grouped together. In this instance the unit ID would essentially become the process ID with the equipment being a part of the process. To aid with permit application review, the applicant should provide information concerning the types of equipment covered by the form on a separate sheet if the form does not allow for the inclusion of this information.

Forms PI-16 (Printing) and PI-19 (Surface Coating)

When completing these forms, the applicant does not need to provide information for all coatings and/or solvents used at the source. The applicant must identify the coating/solvent with the highest VOC content and 5 coatings with the highest concentration of Hazardous Air Pollutants. For these materials, the applicant will be required to provide relevant Material Safety Data Sheet (MSDS) information including Section I, II, and III (Product Identification, Hazardous Ingredients, and Physical Characteristics).